



CGSD: APPLICATION FOR ACCESS TO AND RE-USE OF DATA

1. Information

 The purpose of this procedure is to enable the applicant(s) to submit an application for access to and re-use of data to the Government Commission for Data Sovereignty (Commissariat du Gouvernement à la souveraineté des données - CGSD).

The CGSD, acting as data controller within the meaning of Regulation (EU) 2016/679 (GDPR), processes your personal data in order to manage applications for access to and re-use of data and to make decisions on the authorisation or refusal in accordance with the law establishing the Government Commission for Data Sovereignty (CGSD).

Your data, which must be provided or your application will be rejected, is also processed in particular for verification, analysis, statistical purposes as well as for evidence for a period of thirty (30) years from the date of the CGSD's decision or, where applicable, from the end of the period of access to and re-use of data authorised by the CGSD.

You have the rights set out in articles 12 to 22 of the GDPR, including, under certain conditions, the right to object to the processing of your data, within the framework of the legislation in force. You also have the right to lodge a complaint with the National Commission for Data Protection (Commission nationale pour la protection des données) (www.cnpd.public.lu) located at 15, Boulevard du Jazz, L-4370 Belvaux.

If you have any questions relating to the processing of your data by the CGSD, please contact our data protection officer:

- by email: dpo@cgsd.etat.lu

- by post: DPO, Commissariat du Gouvernement à la souveraineté des données, 5, rue Plaetis, L-2338 Luxembourg.

Please note, by continuing the procedure, you acknowledge that you have read the detailed [information notice](#) available here.

By checking this box, you confirm that you have received and read the information notice on the processing of your personal data.

2. Point of contact

 Only one point of contact can be provided. This point of contact is responsible for gathering all the necessary information from the different parties involved, including the Data Holder. They may be contacted directly by the CGSD in order to obtain additional information.

Administrator (Point of contact at the Applicant)

I am the administrator in charge of issuing the application for access to and re-use of data

First name(s) Jeanne

Surname Morter

Role and function of the administrator at the Applicant Project manager



Business email address jeanne.morter@int-trade.com

Work phone number 1234-5678

Assistance from the LNDS

Did you receive assistance from the LNDS when preparing your application? Yes No

First name of your contact person at the LNDS Jean

Surname of your contact person at the LNDS Philippe

Business email address jean.philippe@domain.lu

Work phone number 1234-5678

3. Applicant(s)

 The information below has been pre-filled with the information certified by the CGSD.

Information about the entity/person submitting the application

Name of the entity International Trade SA

Trade and Companies Register number B666333

The application has been submitted jointly by several Applicants.

 In the event of any change to the information subject to certification by the CGSD (including a change to the persons with signing authority), the Applicant must submit a new certification application to the CGSD containing the amended information.

Person1with the signing authority for the applicant entity

First name(s) Jhon

Surname Doe

Role in the entity CEO

This person will not sign this application form for access to and re-use of data

Person2with the signing authority for the applicant entity

First name(s) Peter

Surname Harry

Role in the entity CFO



This person will not sign this application form for access to and re-use of data

Official address

Country	Luxembourg
Postcode	L-4362
Municipality	Esch-sur-Alzette
City	Esch-sur-Alzette
Street	Avenue des Hauts-Fourneaux
Number	
Additional address component	

Applicant2

 In order to sign the application, please list in this section all natural/legal persons who are expected to be involved in the data access and re-use the data. Please note, all Applicants must have a certified business eSpace in order for your application to be successful. You may list up to 9 additional Applicants.

Applicant2

Type of Applicant Legal person
 Natural person

Information about the Applicant

I am the Applicant

First name(s)	Alain
Surname	Gomes
Relationship with Applicant 1	Partnership in the context of multiple projects
Business email address	alain.gomes@domain.lu
Work phone number	1234-5678

Official address

Country	Luxembourg
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Postcode L-3251

Municipality Bettembourg

City Bettembourg

Street Rue xxx

Number

Additional address component

This location does not correspond to an existing address

4. Data Holder1

 The CGSD (and its subcontractors) may contact the Data Holder when the data is made available or for any additional information.
You may enter up to 10 public sector bodies.

Information about the public sector body

Official name Ministry of Health

Official address

Country Luxembourg

Postcode

Municipality Luxembourg

City Luxembourg

Street

Number

Additional address component

This location does not correspond to an existing address

 The following information must be completed in consultation with the Data Holder.

Public sector body contact (*see data catalogue)

First name(s) Thomas



Surname	Kelsen
Business email address	thomas.kelsen@domain.lu
Work phone number	9876-5432

5. Description of the context of access to and re-use of data

Context

Description of the context of your application for access to and re-use of data

Purpose of the access to and re-use of data -

Justification of the proportionality of the application -

6. Description of data categories

 The description of the data must be set out in detail in a table and attached to the procedure. The template is available [by clicking on this link](#). It is an integral part of this application.

General information about the data requested

Does the application concern special categories of data within the meaning of article 9 of Regulation (EU) 2016/679 (GDPR)? Yes No

Would you like to request the integration of data that does not originate from a Luxembourg public sector body? Yes No

In which format do you want to access your data in the secure processing environment? In a pseudonymised format In an anonymised format

Detailed description of the necessity and proportionality of the data requested. -

The Applicant(s) confirm(s) that they have provided comprehensive information on all data covered by the application in the 'Data description' table attached to the application.

The Applicant(s) confirm(s) that they have all the necessary rights to use the data in the context of access to and re-use of data and, where applicable, that any envisaged processing of personal data complies with the requirements of Regulation (EU) 2016/679.

The data requested is protected within the meaning of article 3(1) of Regulation (EU) 2022/868 (DGA) for the following reasons:



- the protection of personal data
- the protection of intellectual property rights of third parties
- commercial confidentiality, including business, professional and company secrets
- statistical confidentiality

7. Lawfulness and purpose

Lawfulness of the access and re-use

Check the box(es) corresponding to the basis/bases of lawfulness justifying access to and re-use of personal data.

- Consent of the data subject (Art. 6.1, a) of the GDPR)
- Performance of a contract concluded with the data subject (Art. 6.1, b) of the GDPR)
- Compliance with a legal obligation to which the Applicant(s) is(are) subject (Art. 6.1, c) of the GDPR)
- The vital interests of the data subject or of another natural person (Art. 6.1, d) of the GDPR)
- The performance of a task carried out in the public interest by the Applicant(s) (Art. 6.1, e) of the GDPR)
- The legitimate interests pursued by the Applicant(s) or a third party (Art. 6.1, f) of the GDPR)

Check the box(es) corresponding to the legal basis/bases justifying access to and re-use of personal data.

- The explicit consent of the data subject (Art. 9.2, a) of the GDPR)
- Carrying out the obligations and exercising the specific rights of the Applicant(s) in the field of employment and social security and social protection law (Art. 9.2, b) of the GDPR)
- Protection of the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent (Art. 9.2, c) of the GDPR)
- Processing is carried out in the course of its legitimate activities with appropriate safeguards by a foundation, association or any other not-for-profit body with a political, philosophical, religious or trade union aim (Art. 9.2, d) of the GDPR)
- Processing relates to personal data which are manifestly made public by the data subject (Art. 9.2, e) of the GDPR)
- The establishment, exercise or defence of legal claims (Art. 9.2, f) of the GDPR)
- Reasons of substantial public interest (Art. 9.2, g) of the GDPR)
- Preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems (Art. 9.2, h) of the GDPR)
- Reasons of public interest in the area of public health (Art. 9.2, i) of the GDPR)
- Archiving purposes in the public interest, scientific or historical research purposes or statistical purposes (Art. 9.2, j) of the GDPR)

Detailed description of the purpose

The box(es) corresponding to the purpose(s) for which the data will be accessed and re-used.

- Statistical analysis
- Education, training or teaching activities (including vocational and higher education)
- Scientific research
- Historical research
- Assessment of Luxembourgish and European public policies

Detailed description of the purposes you have checked above.



8. Appropriate Measures



Plan of Appropriate Measures

The plan of appropriate measures attached to this application contains detailed appropriate measures that enable compliance with the requirements for anonymisation, pseudonymisation and aggregation of the data to be assessed, namely with regard to:

- Technical and operational measures to prevent any re-identification of data subjects.
- Sufficient technical and organisational measures to prevent the misuse or unauthorised use of data and to protect the rights and interests of the Data Holder(s) and the data subjects
- Appropriate technical and organisational measures to ensure a level of security appropriate to the level of risk.

By checking this box, the Applicant(s) declare(s) that the information is accurate and acknowledge(s) and accept(s) that the CGSD may impose any necessary measures to ensure compliance with the protected rights and interests (without limitation), the protection of data, intellectual property rights, commercial confidentiality, including business, professional and company secrets, statistical confidentiality, rights of third parties, data confidentiality and proper operation of the secure processing environment.

9. Data retention period

Indication of the data retention periods

Duration (in days) of the use of the secure processing environment 730

Should the data be archived after processing in the secure processing environment? Yes No

Precise indication and justification of the items subject to - archiving

Duration (in days) of data retention in the archiving system 500

Justification that the periods set out above are limited to - what is necessary

10. Data users



These are natural persons who would have access to the secure processing environment. You can include up to 10. The list of users must be set out in detail in a table and attached to this procedure. The template is available [by clicking on this link](#).

Users

Maximum number of users 4



11. Rights and freedoms

Indication of rights and freedoms present in the data protection impact assessment

The data protection impact assessment, containing all the information required by article 35 of Regulation (EU) 2016/679 (GDPR), is attached to the application.

The information notice, which will be published with the authorisation of the CGSD in accordance with the objective of transparency within the meaning of articles 12 to 14 of Regulation (EU) 2016/679 (GDPR), is attached to the application.

12. Secure processing environment

Technological solution

State the desired technological solution

Default environment

Type of result envisaged

-

Contribution of technological solutions/features by the Applicant(s) in the secure processing environment

We wish to use a technological solution(s) that is(are) not included in the previous list.

Name(s) of the technological solution(s)

-

Description of the envisaged technological solution(s)

-



13. Signatures

Signing the application for access to and re-use of data

The undersigned hereby confirm(s) to have read the [information notice](#) relating to the processing of personal data by the CGSD.

The undersigned declare(s) to have read the [general terms and conditions](#) and accept(s) them without reservation or limitation.

The undersigned, acting in the name and on behalf of the Applicant(s) identified, certify(ies) that the information contained in this application and the attached documents is correct.

The undersigned, acting on behalf of the Data Holder(s) identified, certify(ies) that they have the necessary authority to sign on behalf of the Data Holder(s) and legally bind them for the purposes of this application.

Signature 1

Entity's name International Trade SA

First name(s) of the signatory Jhon

Surname of the signatory Doe

Signature

Signature 2

Entity's name International Trade SA

First name(s) of the signatory Peter

Surname of the signatory Harry



Signature

Signature 3

First name(s) of the signatory

Alain

Surname of the signatory

Gomes

Signature

Signature 4

Entity's name

Ministry of Health

Signature